Information note
14 May 2001

Information note on arrangements for the special session of the General Assembly for an overall review and appraisal of the implementation of the outcome of the United Nations Conference on Human Settlements (Habitat II) (Twenty-fifth special session)

To be held at United Nations Headquarters from 6 to 8 June 2001

The present information note describes administrative and logistical arrangements for the special session of the General Assembly for an overall review and appraisal of the implementation of the outcome of the United Nations Conference on Human Settlements (Habitat II). Information can also be obtained on the Internet at http://www.istanbul5.org or http://www.unchs.org/unchs/english/hagenda/haghome.htm. Additional information will be issued as appropriate.

01-37119 (E)

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I. Introduction

The General Assembly, by its resolution 52/190 of 18 December 1997, decided to hold a special session of the General Assembly in the year 2001 for an overall review and appraisal of the implementation of the outcome of the United Nations Conference on Human Settlements (Habitat II). By its resolution 53/180 of 15 December 1998, the Assembly decided that the special session would be held in June 2001 for a period of three working days. By its resolution 55/195 of 20 December 2000, the Assembly decided that the special session should be held from 6 to 8 June 2001 at United Nations Headquarters in New York and that the special session should have a plenary, an ad hoc committee of the whole and a thematic committee.

The General Assembly, by its resolution 53/180, decided that the Commission on Human Settlements should serve as the preparatory committee for the special session and that the Commission, meeting as the preparatory committee, should be open-ended to allow full participation of all States.

By its resolution 55/195, the General Assembly reiterated its invitation to Member States to participate in the special session at the highest political level possible.

By the same resolution the General Assembly also reiterated its invitation to States members of the specialized agencies of the United Nations that are not Members of the United Nations, as well as Palestine, in their capacity as observers, to participate in the special session in accordance with the rules and procedures of the Assembly. The Assembly invited other entities having a standing invitation to participate in the United Nations as observers to participate in the special session in accordance with the rules and procedures of the Assembly. The Assembly also invited the following associate members of the regional commissions to participate as observers in the special session in accordance with the rules and procedures of the Assembly: American Samoa, Anguilla, Aruba, British Virgin Islands, Commonwealth of the Northern Mariana Islands, Cook Islands, French Polynesia, Guam, Montserrat, Netherlands Antilles, New Caledonia, Niue, Puerto Rico and United States Virgin Islands.

Also by the same resolution, the General Assembly reiterated its invitation to all relevant organs, funds and programmes, as well as the agencies of the United Nations system, including the Bretton Woods institutions, to be actively involved in the special session.

In its resolution 53/180, the General Assembly stressed the need for the effective participation of local authorities, other Habitat Agenda partners and relevant actors of civil society, in particular the private sector and non-governmental organizations, for their substantive contributions to and active involvement in the special session.

By its resolution 55/194 of 20 December 2000, the General Assembly decided that accreditation to the special session would be open to Habitat Agenda partners that were accredited to the United Nations Conference on Human Settlements (Habitat II) and to non-governmental organizations in consultative status with the Economic and Social Council, with the exception of those whose application for consultative status with the Council has been rejected or whose consultative status

has been withdrawn or suspended. The Assembly further decided that accreditation of other interested and relevant Habitat Agenda partners that were not accredited to the United Nations Conference on Human Settlements (Habitat II) would be considered by the Commission on Human Settlements acting as the preparatory committee.[1] The Assembly also decided that the arrangements concerning the accreditation and participation of Habitat Agenda partners in the special session should in no way create a precedent for other special sessions of the Assembly.

In addition to decisions taken by the General Assembly in resolutions 55/194 and 55/195 concerning the organization of and participation in the special session, and in resolution 55/246 of 21 March 2001 concerning solely the organization of the Thematic Committee,[2] the Commission on Human Settlements acting as the preparatory committee for the special session made also a number of recommendations.[3] Those decisions or recommendations are reflected in Section E of the present Information note.

II. Information for participants

A. Dates and venue

The twenty-fifth special session of the General Assembly will be held from Wednesday, 6 June to Friday, 8 June 2001, in the General Assembly Hall at United Nations Headquarters.

B. Arrival information

1. Arrival in New York

Following past practice, Heads of State and Government, Vice-Presidents and Crown Princes/Princesses will be greeted, on behalf of the Secretary-General, by the Protocol and Liaison Service representatives at the time of arrival in New York. Detailed information regarding the arrival of the above-mentioned VIPs to New York should be submitted by Permanent and Observer Missions to the Protocol and Liaison Service at least 24 hours in advance (Arrival form — see annex II).

2. Arrival at the United Nations

Regular pedestrian and vehicular arrangements for the entry to and movements within United Nations Headquarters will be in effect throughout the twenty-fifth special session of the General Assembly. Delegations are welcome to use all the three street gates to the Headquarters — 42nd, 45th and 46th Streets, although VIPs

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[1] For decisions taken by the Commission on Human Settlements acting as the preparatory committee for the special session in this respect, see the Report of the Commission on Human Settlements acting as the preparatory committee for the special session of the General Assembly for an overall review and appraisal of the implementation of the outcome of the United Nations Conference on Human Settlements (Habitat II) on the work of its second substantive session (A/S-25/2, para. 62, decisions 2/2 and 2/3).

[2] For further information on preparations for the Thematic Committee, see ibid., para. 62, decision 2/4.

[3] Ibid., para. 63, draft decision II.

arriving to the United Nations on foot are urged to enter the Headquarters through the 45th Street gate and proceed to the Delegate's Entrance of the General Assembly Building. A valid delegate's pass will provide access, both to the Headquarters and all the meeting areas within. No additional cards or special passes will be required. Normal vehicular traffic regulations for the individual mission cars and motorcades entering the United Nations through the 43rd Street gate will be in effect, with precedence given to the police-escorted motorcades of Heads of State and Government.

It is emphasized that all persons, including those in the motorcades, *must* have a valid United Nations grounds pass in order to enter the premises, and the cooperation of delegations is vital to ensure a smooth flow at the entrance.

Information about host country special security arrangements, if any, will be communicated to delegations through the regular channels.

C. Accreditation and access information

1. Accreditation arrangements

The accreditation of delegations to the twenty-fifth special session of the General Assembly will be carried out by the Protocol and Liaison Service, which is located in room S-201 of the United Nations Secretariat Building. Regular working hours of the Protocol and Liaison Service are 9.30 a.m. to 5.30 p.m.

The Protocol and Liaison Service will issue United Nations grounds passes to delegates of Member and Observer States, intergovernmental organizations, other entities with observer status and specialized agencies of the United Nations. A covering letter should be addressed to the Chief of Protocol, along with a copy of a comprehensive delegation list and applications for the issuance of passes (SG.6 form, Registration of Members of Delegations to Temporary Meetings — see annex III).

VIP passes will be issued by the Protocol and Liaison Service upon written request from Permanent and Observer Missions. Requests for ministerial-level passes should be accompanied by two passport-size photographs. Members of the parties of VIPs participating in the session will be issued passes upon written request and the submission of a completed SG.6 form.

As an exception, the Protocol and Liaison Service will issue United Nations grounds passes to the Mayors and Presidents of international associations of local authorities and their parties who will not be part of the respective official delegation.

In order to make arrangements for their accreditation, representatives of Mayors and Presidents of international associations of local authorities should contact:

Ms. Laura Licchi
United Nations Centre for Human Settlements (Habitat)
DC2-0942
Tel.: 212-963-5464
Fax: 212-963-8721

The passes can be collected on Sunday, 3 June 2001 from 10 a.m. to 5 p.m. at the above-mentioned office.

United Nations grounds passes for national security personnel accompanying Heads of State and Government and other VIPs will be issued by the Security and Safety Service. Delegations are requested to contact Sergeant George Abraham, tel. 963-7531.

Grounds passes for representatives of United Nations programmes will be issued by the Security and Safety Service.

Media representatives, local authorities other than Mayors, Presidents of international associations of local authorities and their accompanying parties, members of non-governmental organizations and other Habitat Agenda partners will be accredited and issued appropriate grounds passes by the Media Accreditation and Liaison Unit and the NGO Section (see sections G and H below).

2. Access to and within the General Assembly Hall

For the duration of the twenty-fifth special session of the General Assembly, access to the General Assembly Hall will be permitted only to delegates with valid United Nations grounds passes.

During the special session, sections A and B on the side of the General Assembly Hall will be reserved for the guests and spouses of the VIPs addressing the session. Additional tickets will be required to have access to these sections. Seats in the public gallery (fourth floor) will be available to anyone in possession of a valid United Nations grounds pass. Guests of delegations without United Nations grounds passes will need tickets to have access to the public gallery. The Protocol and Liaison Service will issue the tickets for these areas. Requests for tickets should be submitted in writing to the Chief of Protocol, room S-201. The name and designation of the guests requiring tickets for sections A and B should be included in the request.

3. List of delegations

A list of delegations to the twenty-fifth special session of the General Assembly will be issued by the Protocol and Liaison Service. Permanent and Observer Missions are requested to submit comprehensive lists of delegations to the Chief of Protocol, room S-201, at their earliest convenience. Delegations are reminded that, in accordance with the rules of procedure of the General Assembly, Section III, Rule 25, the delegation of a Member State to a General Assembly session shall consist of not more than five representatives and five alternate representatives, and as many advisers and experts as may be required.

D. Security arrangements and responsibilities

The Security and Safety Service is responsible for the security of all persons while they are on United Nations premises. The host country and the host city authorities are responsible for all arrangements relating to security and movement outside United Nations Headquarters.

Protection is provided by host country security authorities to Heads of State and Government, as well as to a limited number of other government officials, by the assignment of protection detail personnel, and will include motorcade arrangements. Arrangements for such assignments are initiated by the Washington embassy of the relevant country with the United States Department of State. Contact may also be made through the Host Country Liaison Office at the United States Mission to the United Nations (see section I below).

Any questions should be directed to the Security and Safety Service, Captain Robert Balzer or Sergeant George Abraham at 963-7531.

E. Organization of and participation in the special session

1. Plenary

Six plenary meetings will be held over the three-day period of the special session, with two meetings per day according to the following schedule: 9 a.m. to 1 p.m. and 3 p.m. to 7 p.m.

Participants in the debate in plenary will include Member States, and in the capacity of observers and subject to the rules of procedure of the Assembly, organizations and entities that have received a standing invitation to participate as observers in the sessions and the work of the General Assembly, States members of specialized agencies of the United Nations that are not Members of the United Nations and the associate members of regional commissions listed in the introduction.

Subject to the rules of procedure of the General Assembly, entities of the United Nations system, including programmes, funds, specialized agencies and regional commissions, with specific expertise in the subject matter of the special session, may also make statements in the debate in plenary, provided that they are represented at the highest level.

Given the time available, a limited number of representatives of local authorities, non-governmental organizations and other Habitat Agenda partners may also make statements in the debate in plenary. The President of the General Assembly is requested to submit the list of selected Habitat Agenda partners to Member States in a timely manner for approval and to ensure that the selection of speakers is made on an equal and transparent basis, taking into account the geographical representative and diversity of the Habitat Agenda partners.

a. List of speakers for the debate in the plenary

The current list of speakers for the debate in the plenary is available in room S-3001 and on the Internet. Any change or addition to the list of speakers should be communicated in writing to the General Assembly and Economic and Social Council Affairs Division, room S-3001 D, tel. 963-5063, fax No. 963-3783.

At the time of the establishment by a drawing of lots of the list of speakers for the debate in plenary, the two last speaking slots at each plenary meeting, with the exception of the first and last plenary meetings were reserved for participants other than Member States, the Holy See, Switzerland and Palestine, provided they are represented at the highest level.

b. Statements for the debate in the plenary

Statements in the debate in plenary should be limited to five minutes. To facilitate the observance of the time limit, a light system installed on the lectern would signal the approach of the five-minute limit.

A minimum of 30 copies of the text of statements to be delivered in the debate in plenary should be submitted in advance to the Secretariat; failing this, delegations are urged to provide interpreters with five copies (for interpretation into the five other official languages) before the speaker takes the floor. If delegations wish to have the text of statements distributed to all delegations, observers, specialized agencies, interpreters, record-writers and press officers, 350 copies are required.

The electronic version of the text of statements, preferably as an attachment in MS WORD file, should be sent by email to DPI@un.int for posting on the following web site: http://www.un.org/webcast/ga/istanbul5. This site will provide a live webcast of the debate in plenary.

Given the security arrangements in place for the twenty-fifth special session, texts of statements to be made in plenary meetings will have to be delivered to a receiving area in the General Assembly Hall between the hours of 7.30 and 8.30 a.m. by a delegation representative in possession of a valid grounds pass. Access will be through the 46th Street gate to the Visitors' Entrance, through the electronic screening area and then to the second floor where a representative of the Secretariat will accept the texts at a special counter. Only texts of statements to be made that same day will be accepted.

Delegations that wish to make their statements available to non-governmental organizations should deliver copies to the NGO working area in Conference Room D in the first basement (1B).

Delegations wishing to make their statements available to the press should bring a minimum of 100 copies to the Media Centre in Conference Room 1, in the first basement, and 100 copies to the documents distribution counter in the third floor press area. No copying facilities will be available for these statements.

c. Documentation

Only official documents of the twenty-fifth special session **bearing General Assembly document symbols** and texts of statements to be delivered in plenary meetings will be distributed in the General Assembly Hall. All other materials should be placed on a table on the West Side of the Hall provided for this purpose.

2. Ad Hoc Committee of the Whole

In addition to Member States and observers, representatives of the United Nations system as well as representatives of local authorities, non-governmental organizations and other Habitat Agenda partners may also make statements in the Ad Hoc Committee of the Whole.

3. Thematic Committee

The Thematic Committee shall hold five meetings as follows: on Wednesday, 6 June, from 11 a.m. to 1 p.m. and from 3 p.m. to 7 p.m.; on Thursday, 7 June, from

9 a.m. to 1 p.m. and from 3 p.m. to 7 p.m.; and on Friday, 8 June, from 9 a.m. to 1 p.m.

The five meetings shall focus on the two main Habitat Agenda themes: "adequate shelter for all" and "sustainable human settlements development in an urbanizing world".

In addition to Member States and observers, representatives of the United Nations system as well as representatives of local authorities, non-governmental organizations and other Habitat Agenda partners may also make statements in the Thematic Committee.

4. Interpretation

Statements made in any of the six official languages of the General Assembly are interpreted into the other official languages. Any speaker may also make a statement in a language other than the official languages; however, in such cases, in accordance with rule 53 of the rules of procedure of the General Assembly, the delegation in question must provide either an interpreter or a written text of the statement in one of the official languages. On the basis of interpretation or written text, which is accepted by the Secretariat as representing the official text of the statement, it will be interpreted into the other official languages by United Nations interpreters. Moreover, the delegation concerned should make available to the interpreter someone who knows the language in which the statement is to be delivered and the official language into which it has been translated, to guide the interpreter through the translated text and to ensure synchronization between the speaker and the interpreter. Detailed arrangements for interpretation from non-official languages, including access by non-United Nations interpreters to the interpreter booths in the General Assembly Hall, must be made in advance with Elena Howard, Chief, Interpretation Service, room SA-B31, tel. 963-8233. Apart from the above exception, there will be no facilities for interpretation in non-official languages.

F. Special events

The programme of special events is included in Annex I.

G. Media arrangements and services

Accreditation

The Media Accreditation Centre will be in a temporary facility from 4-8 June. It will be located at the North Lawn. Access will be by the entrance at 47th Street and First Avenue. Its hours of operation are: Monday through Friday, 4-8 June, 9 a.m. to 5 p.m. The Media Accreditation Centre will be closed for lunch 1-2 p.m. each day. Prior to 4 June, media can receive accreditation during normal working hours (9 a.m. to 4.45 p.m., closed for lunch 1-2 p.m.) at the UNITAR building, located at 801 First Avenue (north-west corner of 45th Street).

Those correspondents already possessing a valid United Nations grounds pass will not need additional accreditation for the special session.

Each member of the press corps accompanying a Head of State, Head of Government or Head of Delegation must complete an application for accreditation (see annex IV). This form must then be attached to an official letter from the permanent mission, addressed to the Chief, Media Accreditation and Liaison Unit, Media Division, Department of Public Information. The letter must list the names of the media representatives with their functional titles and affiliation (i.e. news media organization). Additional forms are available from the Media Accreditation and Liaison Unit, News and Media Division, Department of Public Information (DPI), room S-250, tel. (212) 963-6934/7164 fax: (212) 963-4642, or at the UNITAR building.

After arrival in New York, all members of the press corps accompanying the Head of State, Head of Government or Head of Delegation must present themselves to the Media Accreditation Centre, where they will have their photograph taken and be issued a United Nations grounds pass. For security reasons, each member of the press corps will be required to wear both his/her United Nations pass and a national ID at all times.

Entry and screening procedures

The designated entrance for the media will be the visitors' gate located at First Avenue and 46th Street.

All press personnel are advised to arrive early to allow sufficient time for screening. Last minute arrivals will encounter delays and may be further delayed should First Avenue be temporarily closed for motorcades.

Media Centre

The United Nations will establish a Media Centre for the local and visiting press corps in Conference Room 1, which will provide the following technical services:

- Television sets carrying live proceedings on closed circuit television in English;
- To facilitate recording of any of the proceedings, there will be video and audio distribution boxes with provision for language selection, with floor audio and full interpretation into the six official languages (Arabic, Chinese, English, French, Russian and Spanish);
- Paging system for general announcements to the media;
- Telephone lines (credit cards required) and electrical outlets (110 volts) to enable journalists to use their laptop computers with modems;
- Documents distribution centre, including press releases.

An information desk in the Media Centre, tel. 963-9611/9612/9613, will be staffed at all times from 6 to 8 June to assist journalists with both substantive and logistical questions.

United Nations audio-visual materials and services

Photographs, videotapes and audio tapes are available from the United Nations. Each day during the special session, the offices that provide these services will be open from 9 a.m.

Photographs will be available to delegations for a nominal fee and to accredited correspondents free of charge. Photographs of morning speeches will be available during the afternoon of the same day; photographs of afternoon speeches will be available the following morning. Please direct enquiries and requests to:

United Nations Photo Library
Room S-805L
Fax: 963-1658
Tel: 963-6927

Videotapes of statements are available for a fee in VHS NTSC and VHS PAL only. It is advised that tapes be ordered in advance of the statement so that copies can be made available sooner. To place such an order, contact tel. 963-7652, fax 963-3860. To request a videotape of a statement after the statement has been made, contact: tel. 963-0656 or 963-6819; fax 963-3860, 963-4501 or 963-1658.

Live television feeds are available through commercial carriers; contact 963-7650 for information.

Please note that unilateral television production services will not be available from United Nations Television during the special session. The plenary session will be broadcast on Time Warner cable TV, Channel 78.

A live webcast of all plenary sessions will be accessible starting at 10 a.m. on 6 June on the following webpage: http://www.un.org/webcast/ga/istanbul5. The webcast will be archived on this webpage for six months following the special session.

Audio cassettes of the statements for the special session will be available to the media free of charge, from the United Nations Audio Library, located on the first basement concourse level, in room GA-27; fax 963-3860; tel. 963-9272 or 963-9270.

Statements are normally available in the original ("floor") language in which they were delivered and in English. Special requests for the recording of the interpreters' version in one of the other five official languages (Arabic, Chinese, French, Russian and Spanish) should be made in advance, and are subject to the limitations of the recording facilities.

Delegates may request one cassette of each statement free of charge. Additional copies, back orders and other special requests are subject to a charge and are handled by the Sound Recording Unit, room GA-13 C, tel. 963-7658.

Pool coverage

Owing to logistics and space considerations, nearly all visual media coverage will be done by selected media pools. These pools are reserved exclusively for United Nations Television, United Nations photographers, international wire services and photo agencies. In the case of print media, the United Nations

Correspondents Association will notify the Department of Public Information of its representative.

Visual coverage in the General Assembly Hall

TV crews and still photographers, escorted by Department of Public Information liaison staff, will be allowed to shoot from the press booths surrounding the General Assembly Hall. Still photographers, accompanied by Department of Public Information liaison staff, will also be allowed to take photographs from the "bridge" at the back of the General Assembly Hall. These operations will be coordinated from the third floor liaison desk in the General Assembly Building; tel. 963-7756/3353.

Tickets to the Press Gallery in the General Assembly Hall

As conditions permit, tickets will not be required to enter the Press Gallery of the General Assembly Hall.

Copies of statements for the press

Delegations wishing to make the statement of their Head of Delegation available to the press should bring a minimum of 100 copies to the Media Centre in Conference Room 1, located in the first basement, and 100 copies to the documents distribution counter in the third floor press area in the Secretariat Building. No copying facilities will be available for these statements.

Press conferences

Room S-226 has been identified as the venue for press conferences during the special session. Missions wishing to schedule a press conference should contact the Office of the Spokesman for the Secretary-General at tel. 963-7707; fax 963-7055. A list of press conferences will be announced daily.

United Nations press release coverage

The Department of Public Information will provide press release coverage in English and French of open meetings of the special session. These may be obtained from the third floor documents counter and in the Media Centre. Further queries should be directed to the News Coverage and Accreditation Service, tel. (212) 963-7190.

Briefings for journalists

Daily briefings will be held for journalists during the special session immediately following the noon briefing of the Spokesman of the United Nations Secretary-General. All briefings will take place in room S-226.

A pre-session briefing for journalists will be held on Thursday, 31 May, immediately following the noon briefing of the Spokesman of the United Nations Secretary-General in room S-226.

Background material

For press materials, information about negotiations and issues, suggestions for interviews and other related assistance, contact the Development and Human Rights Section, Ms. Ellen McGuffie, tel. 963-0499 or 963-3771, fax 963-1186. From 6 to 8 June contact the information desk in the Media Centre, tel. 963-9611/9612/9613.

On the Internet, background information on the special session of the General Assembly for an overall review and appraisal of the implementation of the outcome of the United Nations Conference on Human Settlements (Habitat II), the five-year review process and related topics can be found at www.unchs.org/unchs/english/hagenda/haghome.htm or www.istanbul5.org. During the special session, this site will provide up-to-date information about documents, schedules, special events and NGO activities. For media arrangements, please also refer to the Note to Correspondents.

H. Information for local authorities other than Mayors, Presidents of international associations of local authorities and their accompanying parties, non-governmental organizations and other Habitat Agenda partners

Registration for local authorities other than Mayors, Presidents of international associations of local authorities and their accompanying parties, non-governmental organizations and other Habitat Agenda partners

Local authorities other than Mayors, Presidents of international associations of local authorities and their accompanying parties, non-governmental organizations and other Habitat Agenda partners accredited and pre-registered to attend the special session should contact either of the following offices for additional information on registration:

Ms. Michele Fedoroff
NGO Section/Department of Economic and Social Affairs
United Nations
Room DC1-1482
Tel.: 963-8485
Fax: 963-9248

Ms. Seyda Turkmemetogullari
NGO Liaison Officer
Partners Coordination Unit
UNCHS (Habitat, Nairobi)
Tel.: (254-2) 624327 or 624 218
Fax: (254-2) 624588

Representatives must bring to the Registration Desk both:

- A photo identification (e.g., passport, driver's licence, etc.) and
- A copy of the confirmation invitation letter from the United Nations Centre for Human Settlements (Habitat) confirming their pre-registration to the special session.

Registration venue

Information on registration for Mayors and Presidents of international associations of local authorities and their accompanying parties is contained in Section C.1 above.

The Registration Desk for local authorities other than Mayors, Presidents of international associations of local authorities and their accompanying parties, non-governmental organizations and other Habitat Agenda partners will be located in temporary facilities situated at the North Garden entrance at 47th Street and First Avenue.

Registration times

Monday, 4 June to Tuesday, 5 June	9 a.m.-1 p.m. and 2 p.m.-5 p.m.
Wednesday, 6 June	8 a.m.-1 p.m. and 2 p.m.-5 p.m.
Thursday, 7 June	9 a.m.-1 p.m. and 2 p.m.-5 p.m.
Friday, 8 June	9 a.m.-1 p.m. and 2 p.m.-5 p.m.

ECOSOC NGOs can use their regular passes to access the meeting rooms but are encouraged to register in order to have the name of their organization included in the report of the special session.

Access to meetings

The special session will involve the following official meetings held in parallel:

Plenary meetings: General Assembly Hall

Ad Hoc Committee of the Whole: Conference Room 2, Conference Building

Thematic Committee: Conference Room 4, General Assembly Building

Access to the second floor of the Conference Building

The entire second floor of the General Assembly and Conference Buildings is a restricted area. Entry to this area requires a special pass that allows the bearer beyond the security checkpoints. A limited number of passes are available for the use of representatives of local authorities, non-governmental organizations and other Habitat Agenda partners to access specific meetings on this floor. During the special session, representatives of local authorities, non-governmental organizations and other Habitat Agenda partners accredited and registered to the special session may request one of the special passes from the NGO Section of the Department of Economic and Social Affairs provided they have a specific meeting to attend on the second floor.

Access to plenary meetings

Under normal circumstances, representatives of local authorities, NGOs and other Habitat Agenda partners in possession of a valid United Nations grounds pass will have access to the public gallery (fourth floor) of the General Assembly Hall during plenary meetings to observe the debate. Access to the gallery will be from the Visitors Entrance of the General Assembly Building. Seating will be on a first come first served basis.

As indicated in Section E.1 above, a limited number of representatives of local authorities, non-governmental organizations and other Habitat Agenda partners may make statements in the debate in plenary. The President of the General Assembly is requested to submit the list of selected Habitat Agenda partners to the Member States in a timely manner for approval and to ensure that the selection of speakers is made on an equal and transparent basis, taking into account the geographical representation and diversity of Habitat Agenda partners.

Access to the Ad Hoc Committee of the Whole

Access by local authorities, NGOs and other Habitat Agenda partners to the Ad Hoc Committee of the Whole will be based on the practice of Main Committees of the General Assembly and the Commission on Human Settlements. Representatives can observe the work of the Ad Hoc Committee of the Whole from the gallery of Conference Room 2 which accommodates approximately 200 persons. Access to the gallery will be from the first floor of the Conference Building. Seating will be on a first come first served basis.

Representatives that are accredited and registered to attend the special session may make statements in the Ad Hoc Committee of the Whole subject to availability of time. If additional information on modalities governing the speaking arrangements in the Ad Hoc Committee of the Whole become available prior to the commencement of the special session it will be posted on the web site of the United Nations Centre for Human Settlements (Habitat) at http://www/unchs.org/unchs/english/hagenda/haghome.htm and at http://www.istanbul5.org.

Access to the Thematic Committee

Representatives of local authorities, NGOs and other Habitat Agenda partners can observe the work of the Thematic Committee from the gallery of Conference Room 4 which accommodates approximately 160 persons. Access to the gallery will be from the Visitor Lobby of the General Assembly Building. Seating will be on a first come first served basis.

Representatives that are accredited and registered to attend the special session may make statements in the Thematic Committee subject to availability of time. If additional information on modalities governing the speaking arrangements in the Thematic Committee become available prior to the commencement of the special session it will be posted on the web site of the United Nations Centre for Human Settlements (Habitat) at http://www/unchs.org/unchs/english/hagenda/haghome.htm and at http://www.istanbul5.org.

Working space for participating non-governmental organizations

Conference Room D has been allocated to representatives of NGOs for their office space, meetings and special events. The administration and scheduling of this room will be handled by the United Nations Centre for Human Settlements (Habitat). A photocopier will be provided in the room for the use of representatives.

Distribution of materials

Printed materials can only be distributed on tables that will be situated outside Conference Room D in the first basement and on shelves situated in Conference

Room D. Exhibits or objects for display will not be allowed on United Nations premises.

I. Host country liaison

All enquiries concerning host country matters should be directed to the United States Mission, Mr. Robert C. Moller, at 415-4131 during regular business hours; after hours, please call 415-4444.

Annex I[1]

Tentative programme of activities (pre-session)

MONDAY, 4 JUNE 2001

10:00 - 1:00 INFORMALS. Trusteeship Council Chamber.

3:00 - 6:00 INFORMALS. Trusteeship Council Chamber.

9:00 - 6:00 NGO Committee on Human Settlements/IFG. Conference Room D.

10:00 - 6:00 Grassroots Women International Academy (GWIA). Conference Room 5. (This event will start on 29 May in Conference Room C and end on 04 June).

10:00 - 6:00 Inter-Agency consultations. Conference Room B.

TUESDAY, 5 JUNE 2001

9:00 - 1:00 Istanbul+5 Meeting of the Advisory Committee of Local Authorities (closed). Conference Room 8.

9:00 - 6:00 NGO Committee on Human Settlements/IFG. Conference Room D.

10:00 - 1:00 INFORMALS. Trusteeship Council Chamber.

3:00 - 6:00 INFORMALS. Trusteeship Council Chamber.

10:00 - 1:00 Forum of Researchers on Human Settlements. Conference Room 2.

10:00 - 1:00 Consultations of Global Parliamentarians on Habitat (GPH). Organized by UNCHS (Habitat). Conference Room C.

10:00 - 3:00 Slum Dwellers International / SPARC / Peoples' Dialogue. Conference Room 5.

10:00 - 6:00 Local Authorities Consultations. Conference Room B.

10:00 - 6:00 *Special event*: Panel on "Cities on the Move: Towards Sustainable Urban Development". Organized by the World Bank, The Foundation for the Urban Environment and UNCHS (Habitat). Conference Room 3.

10:00 -12:00 *Special event*: Panel on Shelter Interventions in Emergency Situations. Organized by the Department of Architecture of the Free University of Brussels. Conference Room 4.

10:00 - 6:00 Youth Event. Organized by the Youth for Habitat International Network. Turkish House. (Through 8 June).

2:00 - 5:00 Volunteer Action and Local Democracy (+5): Presentation and discussion of findings by researchers on collaborations between local authorities and community organizations in Sao Paulo, Mumbai, Chicago, Ho Chi Minh City, Johannesburg, Lima, East St. Louis (USA) and Jinja (Uganda). Organized by UNRISD and UNV. Conference Room 2.

2:30 - 5:00 Commonwealth Science Council. Conference Room 8.

3:00 - 6:00 Future Implementation of the Habitat Agenda in the ECLAC region. Organized by ECLAC, MINURVI and UNCHS(Habitat)/LAC. Conference Room 5.

5:30 - 6:30 *Special event:* Presentation of WACLA II Declaration. Organized by WACLAC, Advisory Committee of Local Authorities and UNCHS (Habitat). Conference Room 2.

6:30 - 7:30 Launch of Global Report on Human Settlements and State of the World Cities Report, and opening of exhibit for the special session. Visitors/Public Lobby.

Tentative programme of activities during the special session

WEDNESDAY, 6 JUNE 2001

9:00 - 1:00 Opening of the special session (Statements by the President of the Assembly and the Secretary-General; organizational matters; opening of the debate in the plenary).

11:00 - 1:00 First meeting of the Ad Hoc Committee of the Whole. Conference Room 2.

11:00 - 1:00 First meeting of the Thematic Committee. Conference Room 4.

9:00 -10:00 Women's Caucus. Conference Room 8.

9:00 - 6:00 NGO Committee on Human Settlements/IFG. Conference Room D.

10:00 - 12:00 *Special event:* Signing of Memorandum of Understanding and Launching of Habitat Watch Initative. Organized by UNCHS (Habitat). Conference Room C.

11:00 - 1:00 *Special event*: Gender Policy Review. Organized by UNCHS (Habitat). Conference Room B.

11:00 - 1:00 *Special event*: Panel on "Feeding the Cities". Organized by FAO and UNCHS (Habitat). Conference Room 3.

11:00 - 1:30 *Special event:* Panel on Local-Local Dialogue on Women in Urban Governance. Organized by the Urban Governance Initative (UNDP/TUGI) with Huairou Commission, AWAS and UNCHS (Habitat). Conference Room 8.

1:00 - 2:00 *Special event:* Video-tape presentation on "Food for the Cities: Urbanization, food security and urban management". Organized by FAO and UNCHS (Habitat) in partnership with the International Development Research Centre (IDRC/Canada), the UNCHS-UNDP Urban Management Programme, and the International Union of Local Authorities (IULA). Studio 4.

1:00 - 3:00 *Special event*: Panel on the Global Campaign for Secure Tenure. Organized by the Habitat Professionals Forum and UNCHS (Habitat). Conference Room C.

1:15 - 2:45 *Special event*: Panel on "The Right to Adequate Housing: A major commitment of the Habitat Agenda". Organized by UNCHS (Habitat), OHCHR and the Global Parliamentarians on Habitat (GPH). Conference Room 4.

1:15 - 2:45 *Special event*: The Cities Alliance: Presentations and discussion on Cities without Slums Action Plan, and City Development Strategies. Organized by the World Bank and UNCHS (Habitat). Conference Room 3.

1:15 - 2:45 *Special event*: ECE Special Presentation. Conference Room 2.

1:15 - 2:45 *Special event:* Volunteerism and Urban Development. Organized by UNV. Dag Hammarskjold Library Auditorium.

1:15 - 2:45 *Special event:* Panel on "Talking the Same Talk: How Grassroots Women make local governance work". Organized by the Huairou Commission/GROOTS/AWAS. Conference Room B.

2:00 - 4:00 *Special event:* Panel on Women and Local Government. Organized by the International Union of Local Authorities (IULA) in partnership with WACLAC, the Advisory Committee of Local Authorities and UNCHS (Habitat). Conference Room 8.

2:30 - 5:30 *Special event:* Panel on Financing Adequate Shelter for All. Organized by UNCHS (Habitat) and the Government of Sweden. Conference Room 3.

3:00 - 7:00 Second plenary meeting of the special session (continuation of the debate).

3:00 - 7:00 Second meeting of the Thematic Committee. Conference Room 4.

3:00 - 7:00 Second meeting of the Ad Hoc Committee of the Whole. Conference Room 2.

3:00 - 6:00 *Special event:* ECOSOC Panel: Water for African Cities. Organized by UNCHS (Habitat) and DESA. Dag Hammarskjold Library Auditorium.

4:00 - 6:00 Launch of book entitled "Implementing the Habitat Agenda: In Search of Urban Sustainability". Organized by UNCHS (Habitat). Conference Room C.

4:00 - 6:00 *Special event:* Panel on Financing Urban Development. Organized by the United Towns Organization (UTO) in partnership with WACLAC, the Advisory Committee of Local Authorities and UNCHS (Habitat). Conference Room 8.

6:30 - 8:30 Reception, hosted by the President of the General Assembly, H.E. Harri Holkeri. Delegates' Dining Room (by invitation only).

THURSDAY, 7 JUNE 2001

9:00 - 1:00 Third plenary meeting of the special session (continuation of the debate).

9:00 - 1:00 Third meeting of the Thematic Committee. Conference Room 4.

9:00 - 1:00 Third meeting of the Ad Hoc Committee of the Whole. Conference Room 2.

9:00 -10:00 Women's Caucus. Conference Room 8.

9:00 - 6:00 NGO Committee on Human Settlements/IFG. Conference Room D.

9:30 -12:30 *Special event:* Colloquium on the human solidarity implications of shelter and governance. Organized by The Russell Family Foundation (TRFF)/Human Solidarity Forum (HSF). Conference Room 3.

10:00 - 6:00 Demonstration of prototype interactive web page. Organized by the Advisory Committee of Local Authorities. Conference Room B.

11:00 - 1:00 *Special event:* Panel on City-to-City Co-operation. Organized by the United Towns Organization (UTO) in partnership with WACLAC, the Advisory Committee of Local Authorities and UNCHS (Habitat). Conference Room 8.

12:45 - 2:45 *Special event*: Panel on monitoring the implementation of the Habitat Agenda. Organized by UNCHS (Habitat). Conference Room 3.

1:00 - 3:00 *Special event:* Panel on the Challenge of Metropolises in the New Millennium. Organized by Metropolis in partnership with WACLAC, the Advisory Committee of Local Authorities and UNCHS (Habitat). Conference Room 8.

1:00 - 3:00 *Special event:* Panel on "Adequate Shelter for All: What can the Private Sector do?" Organized by the International Real Estate Federation. Dag Hammarskjold Library Auditorium.

1:00 - 3:00 *Special event*: Panel on the Global Campaign for Good Urban Governance. Organized by the Habitat Professionals Forum and UNCHS (Habitat). Conference Room C.

1:15 - 2:00 *Special event*: Panel on "Space of Our Own: Women Plan for a Global Tenure Campaign". Organized by the Huairou Commission/HIC/AWAS. Conference Room B.

1:15 - 2:45 *Special event:* Launch of Phase IV of the Urban Management Programme. Organized by UNCHS (Habitat) and UNDP. Conference Room 2.

1:15 - 2:45 *Special event:* Global Campaign on Secure Tenure: Launching of a media pack and debate and video-tape presentation on "Land Rites: Innovative Approaches to Secure Tenure". Organized by UNCHS (Habitat) and the Department for International Development (DFID/UK). Studio 4.

2:00 - 2:45 *Special event:* Panel on "Practices At Work: Examples from the Ground" (incorporating the lessons of Our Best Practices Campaign and Grassroots Women International Academies). Organized by the Huairou Commission/GROOTS/National German Mothers Center Network. Conference Room B.

3:00 - 7:00 Fourth plenary meeting of the special session (continuation of the debate).

3:00 - 7:00 Fourth meeting of theThematic Committee. Conference Room 4.

3:00 - 7:00 Fourth meeting of the Ad Hoc Committee of the Whole. Conference Room 2.

3:00 - 5:00 *Special event:* Panel on "Operational Experiences in Implementing the Habitat Agenda". Organized by the Institute of Housing Studies (IHS). Conference Room C.

3:00 - 5:00 *Special event:* Panel on the Principles of local self-government and new forms of governance. Organized by the Committee of European Municipalities and Regions (CEMR) and the International Union of Local Authorities (IULA) in partnership with WACLAC, the Advisory Committee of Local Authorities and UNCHS (Habitat). Conference Room 8.

4:00 - 6:00 *Special event:* A Rare Opportunity for Urban Scholars. Organized by UNCHS (Habitat). Conference Room C.

5:00 - 7:00 *Special event*: Panel on Global Urban Quality - An Analysis of Urban Indicators Using Geographic Information Systems (GIS). Organized by the U.S. Department of Housing and Urban Development (HUD). Conference Room 3.

5:00 - 7:00 *Special event*: Panel on Making Cities Safer. Organized by UNCHS (Habitat). Conference Room 8.

7:00 - 8:00 Reception, hosted by the Mission of the United Kingdom to the United Nations and the Department for International Development (DFID). Private Delegates Dining Room 6 (by invitation only).

FRIDAY, 8 JUNE 2001

9:00 - 1:00 Fifth plenary meeting of the special session (continuation of the debate).

9:00 - 1:00 **Fifth meeting of the Thematic Committee. Conference Room 4.**

9:00 - 1:00 **Fifth meeting of the Ad Hoc Committee of the Whole. Conference Room 2.**

9:00 - 10:00 Women's Caucus. Conference Room 8.

9:00 - 6:00 NGO Committee on Human Settlements/IFG. Conference Room D.

10:00 – 12:00 *Special event:* Launching of NGO Policy on Human Settlements. Organized by UNCHS (Habitat). Conference Room C.

10:00 - 6:00 Local Authorities Consultations. Conference Room B.

10:15 -12:15 *Special event*: Panel on Public-Private Partnership for Housing and Community Development. Organized by the U.S. Department of Housing and Urban Development (HUD). Conference Room 8.

11:00 - 1:00 Launch of Book entitled: "Double Standards, Single Purpose – Reforming Housing Regulations to Reduce Poverty". Organized by UNCHS (Habitat) and the Department for International Development (DFID/UK). Conference Room 3.

12:30 - 1:30 ECLAC/MINURVI/HABITAT-LAC consultation with multilateral agencies. Organized by ECLAC/UNCHS (HABITAT)-LAC. Conference Room 8.

1:00 - 3:00 *Special event*: Panel on the relationship between the global campaigns for Secure Tenure and Good Urban Governance and Financing for Development (FfD). Organized by the Habitat Professionals Forum and UNCHS (Habitat). Conference Room C.

1:15 - 2:45 *Special event*: Panel on "Women in Gender in Post-disaster and Post-conflict Initiatives". Organized by the Huairou Commission/GROOTS/Women and Peace. Conference Room B.

1:15 - 3:15 *Special event:* Presentation on "Peace for Homes and Homes for Peace: gender issues in Habitat II". Organized by UNIFEM, UNCHS (Habitat), UNDP and UNHCR. Dag Hammarskjold Library Auditorium.

1:45 - 3:00 *Special event:* Roundtable on "Participatory Governance: A Key Issue in Combatting Poverty". Organized by UNESCO/ENDA/ECOPOP. Conference Room 8.

2:00 - 4:00 *Special event*: Building Municipal Capacities for Public-Private partnerships in the delivery of basic services to the poor. Organized by UNDP and PPPUE. Conference Room 8.

3:00 - 6:00 *Special event*: Workshop on Developing Human Rights Cities. Organized by PDHRE and OHCHR. Conference Room 3.

3:00 - 7:00 **Sixth plenary meeting of the special session (conclusion of the debate, adoption of the final document, closing of the special session).**

4:00 - 6:00 *Special event*: Cities and Information Communication Technology. Organized by the UNDP/Urban Governance Initiative (TUGI) in collaboration with the Cities Informatization for the Asia and Pacific Region Initiative (CIAPRI). Conference Room 8.

Note:

1An updated programme and information on room assignments of the activities will be available during the special session in the conference rooms and on the following web sites: http://www.unchs.org/unchs/english/hagenda/haghome.htm or http://www.istanbul5.org.

Annex II

UNITED NATIONS **NATIONS UNIES**

POSTAL ADDRESS—ADRESSE POSTALE: UNITED NATIONS, N.Y. 10017
CABLE ADDRESS—ADRESSE TELEGRAPHIQUE: UNATIONS NEWYORK

EXECUTIVE OFFICE OF THE SECRETARY-GENERAL
CABINET DU SECRETAIRE GENERAL

REFERENCE: PRO 4-1-1/25UNGASS

25th special session of the General Assembly

Delegation of _____

Head of State H.E._____

or

Head of Government H.E._____

Date of Arrival _____ Time _____

Airline Carrier _____ Flight No. _____

Airport (PLEASE CIRCLE ONE) JFK LA GUARDIA NEWARK

Presumed Date of Departure _____

Name of Spouse _____
(if present) First Name Last Name

Please return to the Protocol and Liaison Service, Room S-201, by **31 May 2001.**

Contact at the Permanent/Observer Mission:

_____ _____
Name Tel. No.

PLEASE TYPE OR PRINT ONLY

Annex III

PROTOCOL AND LIAISON SERVICE

REGISTRATION OF MEMBERS OF DELEGATIONS TO TEMPORARY MEETINGS

_____ requests the U.N. Protocol and
Permanent/Observer Mission - Observer Office - Specialized Agency

Liaison Service to issue a grounds pass to _____

who will participate in the meeting of: _____

in the capacity of: _____

Delegate's date and port of entry in the U.S. _____

Departure date _____ Visa type and expiration date _____

Date and place of birth _____ Citizenship _____

Occupation in the sending State _____

Address in New York _____

SIGNATURE _____

NAME (please type) _____
Head of Chancery/Administrative Officer

_____
OFFICIAL SEAL

New York _____
date

- -

APPLICATION FOR UNITED NATIONS GROUNDS PASS

NAME _____ COUNTRY/ORG. _____

MEETING _____

Head of Del. ( ) Rep.( ) Alt.Rep.( ) Adviser( ) Expert( ) Staff( )

FOR PROTOCOL USE ONLY

Expiration date of pass: _____

Signature _____ Date: _____
(Approving Officer)

Code: GD ___ DE ___ AD ___ PS ___ PC ___ OS ___ OC ___

SG 6 (3/97)

SPECIAL SESSION OF THE GENERAL ASSEMBLY FOR AN OVERALL REVIEW AND APPRAISAL OF THE IMPLEMENTATION OF THE HABITAT AGENDA – ISTANBUL +5
New York, 6-8 June 2001

PROCEDURES TO APPLY FOR MEDIA ACCREDITATION

Bona fide representatives of the mass media – press, photo, radio, television and film – will be accredited for coverage of the SPECIAL SESSION OF THE GENERAL ASSEMBLY FOR AN OVERALL REVIEW AND APPRAISAL OF THE IMPLEMENTATION OF THE HABITAT AGENDA – ISTANBUL +5, to be held in New York, 6-8 June 2001.

Completed application forms, together with a letter of assignment on official letterhead from the Editor or Bureau Chief, should be sent to:

UNITED NATIONS
Media Accreditation and Liaison Unit
Department of Public Information
Room S-250
New York, NY 10017, U.S.A.
Fax: (+1-212) 963-4642

No acknowledgement will be mailed to you. If you have applied by mail, passes will be issued at the above address upon presentation of two forms of photo ID (passport, official national press pass, driver's license, work ID, etc.).

If you are applying at the Special Session site for the first time, you should complete an application form, present a letter of assignment and two forms of photo ID.

PLEASE NOTE: Application forms will be considered only if accompanied by a letter of assignment. Accreditation is free of charge. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.

For more information on the Special Session please visit the United Nations website at *www.unchs.org/Istanbul+5*

SPECIAL SESSION OF THE GENERAL ASSEMBLY FOR AN OVERALL REVIEW AND APPRAISAL OF THE IMPLEMENTATION OF THE HABITAT AGENDA – ISTANBUL +5
New York, 6-8 June 2001

REQUEST FOR ACCREDITATION OF MEDIA REPRESENTATIVES

Note: This application must be presented with a letter of assignment, in order to be processed.

PERSONAL DATA

1. **Name:** _____
   (Family name) **(First name)**
2. **Place and date of birth:** _____
3. **Nationality:** _____ **4. Passport number:** _____
5. **Permanent office address** *(if different from your organization's headquarters)*: _____

   _____

   Telephone: _____ **Fax:** _____ **E-mail:** _____

6. **For contact during the Special Session:**

   Address: _____

   Telephone: _____ **Fax:** _____ **E-mail:** _____

DATA ON THE MEDIA ORGANIZATION YOU REPRESENT

7. **Name of organization:** _____
8. **Contact person and title:** _____
9. **Headquarters mailing address:** _____

   Telephone: _____ **Fax:** _____ **E-mail:** _____

10. **Status/Ownership:**

    ❑ **Education/Public** ❑ **Government/State**
    ❑ **Private** ❑ **Other** *(specify)*: _____

11. **Type of medium** *(check as many as necessary)*:

    ❑ **Daily Newspaper** ❑ **Radio** ❑ **Other** *(specify)*: _____
    ❑ **News agency/service** ❑ **Television** _____
    ❑ **Photo/visual service** ❑ **Weekly publication**

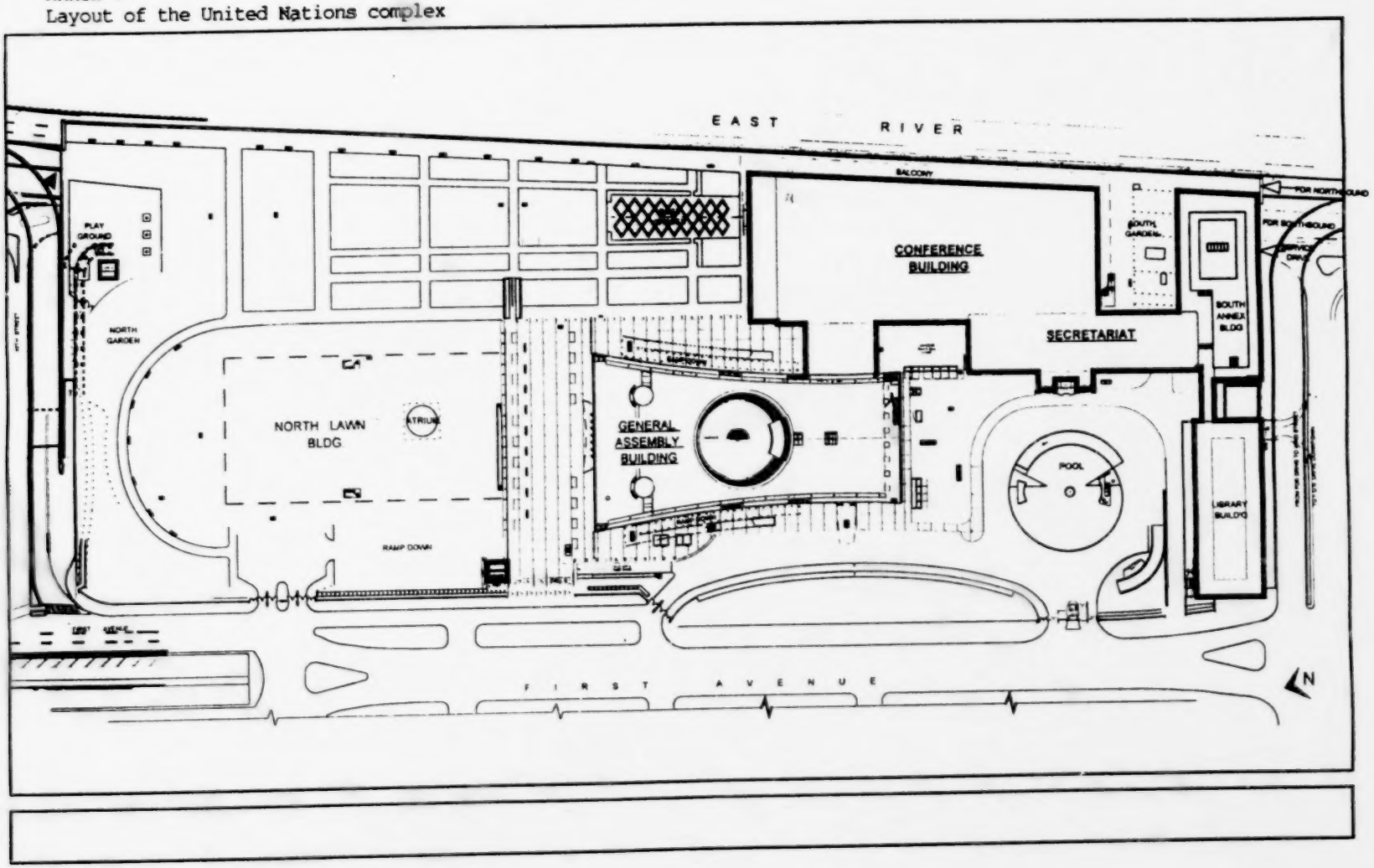
12. **Position:**

    ❑ **Cameraperson** ❑ **Editor** ❑ **Reporter**
    ❑ **Correspondent** ❑ **Photographer** ❑ **Technician**
    ❑ **Director** ❑ **Producer** ❑ **Other** *(specify)*: _____

13. **Working language(s) of your media organization:** _____
14. **Your main news topic(s) or field(s) of coverage** *(if applicable)*: _____

    _____

Annex V
Layout of the United Nations complex



Annex VI

Secretariat focal points

The interdepartmental task force on the special session is responsible for coordination within the Secretariat of work related to the preparations for the special session. Specific queries can be directed to focal points as follows:

A. General Assembly secretariat		General Assembly and Economic and Social Council Affairs Division Vadim Perfiliev Room: S-2977A Tel.: 963-0725
B. Substantive Office		United Nations Centre for Human Settlements (Habitat) Pietro Garau DC2-0950 Tel.: 963-4200 Fax: 963-8721
	Committee Secretaries	Ad Hoc Committee of the Whole Axumite Gebre-Egziabher UNCHS, Nairobi Tel.: (254-2) 623831 Fax: (254-2) 624262 Thematic Committee Daniel Biau UNCHS, Nairobi Tel.: (254-2) 623210 Fax: (254-2) 624250
C. Arrangements for interpretation from non-official languages		Interpretation Service Elena Howard Room: SA-B31 Tel.: 963-8233
D. Non-governmental organizations registration/accreditation	Economic and Social Council	NGO Section/Department of Economic and Social Affairs Michele Fedoroff Room: DC1-1482 Tel.: 963-8485 Fax: 963-9248
	Substantive office	Partners Coordination Unit UNCHS (Habitat, Nairobi) Seyda Turkmemetogullari Tel.: (254-2) 624327 or 624218 Fax: (254-2) 624588

E. Protocol		Protocol and Liaison Service Almudena de Ameller Room S-0201C Tel.: 963-7178 Fax: 963-1921
	Accreditation	Marybeth Curran Room: S-201P Tel.: 963-7181
F. Security	General	Captain Robert Balzer Tel.: 963-7531 Sergeant George Abraham Tel.: 963-7531
	Passes for national security officers	Sergeant George Abraham Tel.: 963-7531
G. Media	Photograph requests	United Nations Photo Library Room: S-805L Tel: 963-6927 Fax: 963-1658
	Videotapes of speeches	Tel.: 963-7652/Fax: 963-3860 (before the statement) Tel: 963-0656, 963-6813/Fax: 963-3860, 963-4501, 963-1658 (after the statement)
	Audio cassettes of speeches	United Nations Audio Library Room: GA-27 (first basement concourse level (1B)) Tel.: 963-9272 963-9270 963-7658 (delegates) Fax: 963-3860
	Scheduling of press conferences	Office of Spokesman for the Secretary-General Tel.: 963-7707 Fax: 963-7055
	Live television feed information	Tel.: 963-7650
	Media accreditation	Tel.: 963-7164, 963-6937, 963-6934, 963-6936 Fax: 963-4642
	Background information	Development and Human Rights Section Department of Public Information Tel.: 963-0499 963-3771 963-6877 Fax: 963-1186

	Media Centre (6 to 8 June)	Conference Room 1 Tel.: 963-9611 963-9612 963-9613
	Liaison Desk (6 to 8 June)	Third floor, General Assembly Building Tel.: 963-7756 963-3353
	Pool coverage	Tel.: 963-6934 Fax: 963-4642
H. Medical services	Emergencies	Tel.: 963-7777
I. Travel of representatives of least developed countries		Department of Management Executive Office Cecilia V. Nadres Room: S-2750 Tel.: 963-8042 Fax: 963-3283
J. Host country matters		United States Mission Robert C. Moller 415-4131 (regular business hours) 415-4444 (after hours)

Participating Governments are responsible for all other arrangements, including travel to New York, entry formalities, ground transportation, accommodations, attention to special health and medical considerations, secretarial and telecommunication services, advance visits and delegations programme of activities that are not directly related to the special session. Participating Governments should observe all regular procedures at United Nations Headquarters, as stated in section XIX of the United Nations *Manual of Protocol* (ST/SG/4/Rev.6), *Information for Delegations* (ST/CS/50) and other guidelines and instructions.